

BROADCAST 7522

DATE: July 20, 2012

TO: Local Directors, Local Department Adult Services/Adult Protective Services Supervisors and Social Workers, Regional Directors

FROM: Jack Ledden, Director, Division of Family Services
Gail Nardi, Program Manager, Adult Services/Adult Protective Services

SUBJECT: Update on Assisted Living Facilities (ALF) Assessments Procedures /No Need to Submit Assessment Packages

TIME: 12:30 p.m.

CONTACT: Paige McCleary, Adult Services Program Consultant
paige.mccleary@dss.virginia.gov 804-726-7536

This is an update to Broadcast #7483, which stated that local departments of social services (LDSS) assessors no longer need to submit the CMS 1500 form for ALF reassessments.

The Department of Social Services (DSS) Adult Services Program has confirmed with the Department of Medical Assistance Services (DMAS) that LDSS assessors no longer need to submit the ALF assessment or reassessment packages that contained the Uniform Assessment Instrument (UAI) and DMAS-96 or Eligibility Communication Document to XEROX (formerly known as ACS).

For initial ALF assessments or change in level of care assessments, the LDSS assessor is still required to provide the DMAS-96 to the LDSS eligibility worker. For ALF reassessments, the LDSS assessor is still required to provide the Eligibility Communication Document to the LDSS eligibility worker.

LDSS still must maintain copies of assessment and reassessment documents (e.g. UAI and DMAS-96) for a period of not less than five years from the date of the assessment.

LDSS are reminded to utilize the UAI in ASAPS for ALF assessments and reassessments as data on individuals who require ALF level of care will no longer be available from DMAS. Please see "Completing the UAI," beginning on page 23 of [ASAPS Robo Help](#) for additional information on how to complete the UAI in ASAPS.

The change described in this broadcast only affects ALF assessments and reassessments. All procedures related to pre-admission screenings for nursing facility placement or home- and community-based care services (e.g. EDCD waiver or the Program for the All Inclusive Care of the Elderly (PACE) Program) remain the same.

